


M e m o r a n d u m

Date: March 25, 2010

To: Rainbow Inspection Facility 
Attention: Lieutenant R. W. Specht

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Office of the Assistant Commissioner, Inspector General

File No.: 005.9968.16163.010

Subject: 2010 COMMAND PROPERTY INSPECTION REPORT

State Administrative Manual (SAM) Section 8652 requires Departments to conduct a physical count of all state owned property and reconcile the count with accounting records at least once every three years. Departmental records indicate the last command inventory by the Rainbow Inspection Facility was conducted on October 30, 2009. In order to provide independent verification and reasonable assurance to the Office of the Commissioner that California Highway Patrol inventory records are complete and accurate, your command was selected for a property inspection.

In accordance with procedures outlined in Highway Patrol Manual (HPM) 11.2, Materials Management Manual, and HPM 22.1, Command Inspections Program Manual, an inspection of your command's property, including vehicles and weapons, was completed by the Property Inspector (PI) on March 2, 2010. Using property records from the appropriate Offices of Primary Interest (OPI), the PI selected a random statistically-valid sample of property that was stratified across three property areas: general inventory control, telecommunications, and weapons (see Attachments B, C, and E). Additionally, the PI chose items within your command and compared them to the appropriate inventory records.

According to the OPI inventory lists, the command had a total property inventory population of 214 items (a). The statistically-valid sample at a 95 percent confidence level \pm 5 percent error rate provided a total stratified sample size of 50 items when rounded up to the next whole number (d).

	Population Size	Percentage of Total	Calculated Sample Size	Predetermined List Sample Size
	(a)	(b)	(c)	(d)
ICU Decals	113	52.80%	25.35	26
Telecommunications	60	28.04%	13.46	14
Fleet	0	0.00%	0.00	0
Weapons	41	19.16%	9.20	10
Total	214			50

When comparing equipment recorded on the predetermined property inspection list to equipment located at the command, 49 of the 50 items were located. One item (hand-held radio) was transferred from the command and requires a correction be made to the property record. The property inspection results of the equipment recorded on the predetermined property inventory list to equipment located at the command are summarized in Attachment A.

When comparing equipment assigned to the command to the OPI inventory lists, 9 of the 9 items reconciled.

I request your command research and investigate the one minor discrepancy in accordance with departmental procedures outlined in HPM 11.2, Materials Management Manual, Chapter 8, Equipment, and work with the OPI to rectify the variance. A Physical Inventory Adjustment Request, CHP 24, must be completed to adjust the inventory record. In order to verify that the above listed discrepancy has been rectified, please submit a memorandum to the Office of Inspections through your respective Division by June 23, 2010.

Furthermore, in accordance with the Governor's Executive Order S-20-09 to increase government transparency, this report will be posted on the CHP's internet website, and on the Office of the Governor's webpage, located on the State's Government website.

Rainbow Inspection Facility

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The Office of Inspections would like to thank your command for their assistance during this property inspection. If you have any questions or need additional information, please contact me or Roger Ikemoto, Senior Management Auditor at (916) 843-3160.

A handwritten signature in blue ink, appearing to read "M. C. A. Santiago".

M. C. A. SANTIAGO, CIG, CLEA
Assistant Commissioner

Attachments

cc: Assistant Commissioner, Field
Border Division
Telecommunications Section
Office of Inspections, Audits Unit

ATTACHMENT A

**OFFICE OF INSPECTIONS, AUDIT UNIT
PROPERTY INSPECTION DISCREPANCY REPORT
RAINBOW IF - 686**

ATTACHMENT A

EQUIPMENT DESCRIPTION	CHP NUMBER	LISTED ON PROPERTY RECORD BUT NOT FOUND	FOUND BUT NOT LISTED ON PROPERTY RECORD	MISSING DECAL OR CORRECTION NEEDED TO PROPERTY RECORD	TRANSFER	NOT AVAILABLE FOR INSPECTION	COMMENTS
Hand-held radio	R69535				X		Item transferred to 685.

ATTACHMENT B

**CALIFORNIA HIGHWAY PATROL
2010 ICU PROPERTY RECORD INSPECTION REPORT
RAINBOW IF - 686**

ATTACHMENT B

	ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT									
1	101728	RADIOLOGICAL SURVEY METER P042284 E95-9	557	X					
2	105410	CASSETTE RECORDER MOD BI-85C P0686D7002	41064	X					
3	120035	SCALE HYDRAULIC LOAD WEIGHER	20856	X					
4	120037	SCALE HYDRAULIC LOAD WEIGHER	20864	X					
5	125845	CANOPY		X					
6	125846	CANOPY		X					
7	125907	PRINTER LASERJET 8150N #686H2005	JPBLL71601	X					
8	125925	CANOPY		X					
9	133538	FAX MACHINE	U6Q283F4J635291	X					
10	139392	WIRELESS ACCESS PT	FTX0925U024	X					
11	145032	PRINTER	CNGXC37284	X					
12	148564	LAPTOP	L3BC340	X					
13	150147	BATTERY TESTER, DIGITAL	38753	X					
14	152289	COMPUTER	MXL7290SRR	X					
15	152743	COMPUTER	MXL7300VDR	X					
16	158364	PROJECTOR DLP	AWLP81600167	X					
17	164420	LAPTOP	4636689	X					
18	78628	CAMERA SPECTRA SYSTEM	K6SITU16NA	X					
19	87704	CALCULATOR-P0062H0011	1D005098	X					
20	93380	CAMERA STYLUS 200M P029537	1630715	X					
21	93483	CAMERA STILL INSTANT PICTURE P029537	K4LJM8PRUHBE	X					
22	99539	DICTATOR P0686H5008	2253121480	X					
23	XHH046	CASSETTE RECORDER P0065H0026	13901682	X					
24	XMM107	PAS DEVICE P029337	8607	X					

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

**CALIFORNIA HIGHWAY PATROL
2010 ICU PROPERTY RECORD INSPECTION REPORT
RAINBOW IF - 686**

ATTACHMENT B

	ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
25	XMM297	PAS DEVICE P029337	8797	X					
26	XRR1051	PRINTER PAS DEVICE DP1012 P037047	456006061	X					
EQUIPMENT TO INVENTORY LIST									
1	138937	COPIER	46000378	X					
2	148920	PRINTER	CNRXJ78396	X					
3	152739	COMPUTER	MXL7300VRJ	X					
4	152742	COMPUTER	MXL7300VQ6	X					
5	152750	COMPUTER	MXL7300VCC	X					
6	152754	COMPUTER	MXL7300VR7	X					
7	160409	PRINTER	JPRFH20133	X					
8	XMM068	PAS DEVICE P029337	8568	X					

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT C

**CALIFORNIA HIGHWAY PATROL
2010 TELECOMMUNICATIONS PROPERTY INSPECTION REPORT
RAINBOW IF - 686**

ATTACHMENT C

	ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT											
1	R52716	Base Station - rack type	Northbound		323201	X					
2	R64543	Hand-Held Radio	12502		402AWY7791	X					
3	R64583	Hand-Held Radio	13009		402AWY7764	X					
4	R64584	Hand-Held Radio	12375		402AWY7786	X					
5	R65759	Hand-Held Radio	10417		402AWYA971	X					
6	R66096	Hand-Held Radio	14955		402AWY9560	X					
7	R69535	Hand-Held Radio	14267	AREI-09	402AXE7536		X		X		See attached signed CHP 266.
8	R70491	Battery Charger - Radio				X					
9	R71360	Battery Charger - Radio				X					
10	R71824	Battery Charger - Radio				X					
11	R76006	Announcer - Telephone			4648	X					
12	R87345	Battery Charger - Radio				X					
13	R88675	Portable Radio			749TDJ8421	X					
14	R88951	Battery Charger - Radio				X					
EQUIPMENT TO INVENTORY LIST											
1	R72063	Analyzer/Conditioner - Radio				X					

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT D

NONE

ATTACHMENT E

686 - Rainbow IF

February 9, 2010

Officer Issued Weapons

(201) Issued to officer

ID# Last Name

First Name

Ser#

Control#Comments

RES

YES

445

465

YES

yes

yes

Department of California Highway Patrol
Complete Area Inventory
686 - Rainbow IF

February 9, 2010

Issued to officer:

(201) Issued to officer
ID# Last Name

First Name

Ser#

Control#

Comments

Issued to officer:

Officer Issued Weapons Total:

Area Issued Weapons

(203) Loaner

Ser#

Control#

Comments

Loaner:

(208) Dummy Field Issue

Ser#

Control#

Comments

Dummy Field Issue:

(222)

Ser#

Control#

Comments

Department of California Highway Patrol
Complete Area Inventory
686 - Rainbow IF

February 9, 2010

(202) Issued to Area/Division

Ser#

Control#

Comments

YES

Issued to Area/Division:

Area Issued Weapons Total:

Area Grand Total:

SUPPORTING DOCUMENTS

686-001

STATE OF CALIFORNIA
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL
CREDIT MEMO - EQUIPMENT
CHP 266 (Rev. 10-07) OPI 078

☐ Return ☐ Repair ☒ Transfer
☐ Loan, return by: _____

FROM: (COMMAND NAME)		LOCATION CODE	PREPARED BY	DATE
RAINBOW INSPECTION FACILITY		686	C. BARRIS, 14566	02/17/2010
TO: (COMMAND NAME)		LOCATION CODE	NUMBER BOXES/PIECES IN THIS SHIPMENT	
TEMECULA		685	1	
SHIPPED VIA			DRIVER'S SIGNATURE	
<input type="checkbox"/> 85V truck <input checked="" type="checkbox"/> Other (specify): IN PERSON				

EQUIPMENT
MAJOR, MINOR, SENSITIVE, COMPUTER, TELECOMMUNICATIONS, ETC.

[illegible]

CHP 331 (Rev. 4-06) OPI 047

686-001

DATE _____

02/17/2010

TO	FROM (COMMAND)	LOCATION CODE
Telecommunications Section	RAINBOW INSPECTION FACILITY	686
DATE PHYSICAL INVENTORY PERFORMED	PERSON CONDUCTING INVENTORY	TELEPHONE NUMBER
	C. BARRES, 14566	(951) 506-2020
		<input checked="checked" type="checkbox"/> Public <input type="checkbox"/> CALNET

☐ Report complete all - all items located☒ Make changes listed below

C = CORRECTION to PRINTOUT (Check Box in Appropriate Area)

D = DELETION

A = ADDITION

T = TRANSFER

[illegible]

COMMANDER'S SIGNATURE

ER'S SIGNATURE Dr. Specht